



School District of the City of Pontiac Administration Building

47200 Woodward Avenue • Pontiac, Michigan 48342-2243
(248) 451-6860 • Fax: (248) 451-6888

“A World Class School District – We Put Students First”

**Dr. Jumanne R. Sledge, Associate Superintendent
Division of Organizational Development & Human Resources
*Excellence, Efficiency, & Equity***

BACKGROUND CHECK RELEASE FORM

DISCLOSURE STATEMENT

As part of the volunteer/employee selection process, *The School District of the City of Pontiac*, routinely conducts criminal background checks on volunteers/employees who interact with children in the school district. Our background checks are done through the Michigan State Police. The information gathered from this check may be used to deny individuals an opportunity to volunteer or work within the school district. We also reserve the right to restrict the activities of volunteers.

The School District of the City of Pontiac reaffirms its policy to ensure fair, and equal treatment in all its practices to all persons, regardless of race, religion, color, national origin, citizenship, age, gender, sexual orientation, marital status, parental status, disability, membership in any labor organization, political affiliation, height, weight, and record of arrest without conviction.

VOLUNTEER CONSENT FORM

I hereby authorize *The School District City of Pontiac* to conduct a criminal background check through the Michigan State Police. I understand that I am entitled to:

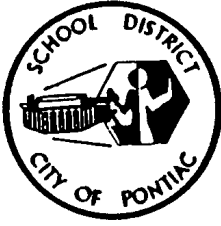
- Be informed of the information generated by the background check and to obtain a copy of the report from the School District of the City of Pontiac within six months of filing the request
- Obtain from the Michigan State Police any record that forms the basis for the report
- Be informed whether the School District of the City of Pontiac has denied my application because of the Criminal Justice Information Center’s response to the background check.

I further understand that the information to be released is private and is controlled by the Michigan State Police.

If you have ever been convicted of any crime, please attach a description of the crime and the particulars of the conviction.

The background check will use the applicant’s name, birth date, and driver’s license number to retrieve criminal background information.

Signature:	Date:
Last Name:	First Name:
Address:	
City:	State: Zip:
Race:	Gender: Male Female
Date of Birth:	Maiden Name:
Driver’s License:	Former Name:
Position Applied for:	School Building:



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REFERENCE CHECK CONSENT FORM

I hereby authorize *The School District City of Pontiac* to inquire about, investigate and obtain copies of any records which relate to me from my former employer employers and educational institutions. I hereby release *The School District City of Pontiac* all affiliated persons and entities, as well as any person or institution that provides *The School District City of Pontiac* with any lawful information about me, from any and all liability whatsoever resulting from any such lawful inquiry, investigation or communication.

My educational history is as follows:

	School Name and Address	Degree	Graduation Date
High School			
Undergraduate			
Graduate			
Other			

My current/prior employers are:

Name of Employer	Address	Individual Contact Name and Telephone	Dates of Employment Final Salary

Printed Name: _____

Signature: _____

Date: _____

OD/HR Representative: _____